



*Virginia Information Technologies Agency*



# Information Technology Investment Management (ITIM)

Briefing to the ITIB  
October 19, 2006

expect the best



## Purpose

- Provide an update on the status of the ITIM Standard development effort
- Present the ITIM Standard implementation schedule and plan



## ITIM Defined

A management process that provides for the identification (pre-selection), selection, control, and evaluation of (business driven) IT investments across the investment lifecycle. ITIM uses structured processes to minimize risks and maximize return on investments.

***“ITIM is the basis for the Commonwealth’s approach to technology management.”***



## Chronology of ITIM in the Commonwealth

- 2003 – ITIB established by the General Assembly
- 2004 - Commonwealth Technology Management (CTM) Policy, revised by the ITIB, established ITIM as the basis for CTM
- 2005 – Agency workgroup established to draft ITIM Standard
- 2006 – CIO objective established by ITIB to mature and improve the ITIM program
- 2007 – Planned promulgation of ITIM Standard and Guideline



## ITIM-Related Policies, Standards & Guidelines

Technology Management Policy  
COV ITRM Policy GOV 2002-02.1  
Published October, 2002  
Revision Published March, 2004

Enterprise Architecture Policy  
COV ITRM Policy EA 200-00  
Published July, 2006

Project Manager  
Selection and Training  
Standard  
COV ITRM Standard  
GOV 2003-02.3  
Published  
September, 2003

Technology Management  
Glossary  
COV ITRM Standard  
GOV 109-2  
Published April, 2002  
Revision Published  
July, 2005

Project Management  
Standard  
COV ITRM Standard  
GOV 2004-02.3.2  
Published October, 2004  
Revision Published  
April, 2006

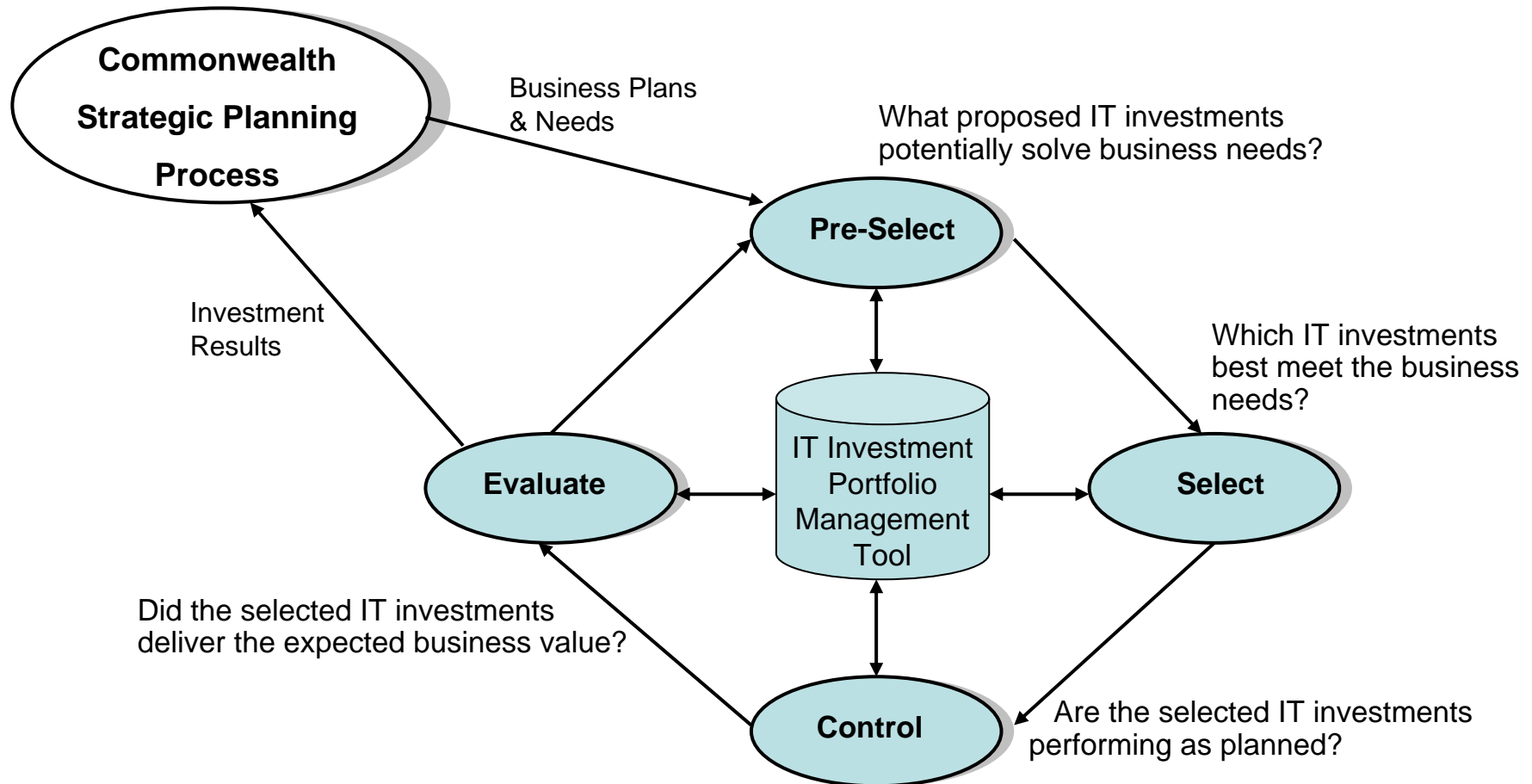
IT Investment  
Management  
Standard  
(In Development  
– April, 2007)

Enterprise Technical  
Architecture  
Standard  
COV ITRM  
Standard EA 225-00  
Published July, 2006

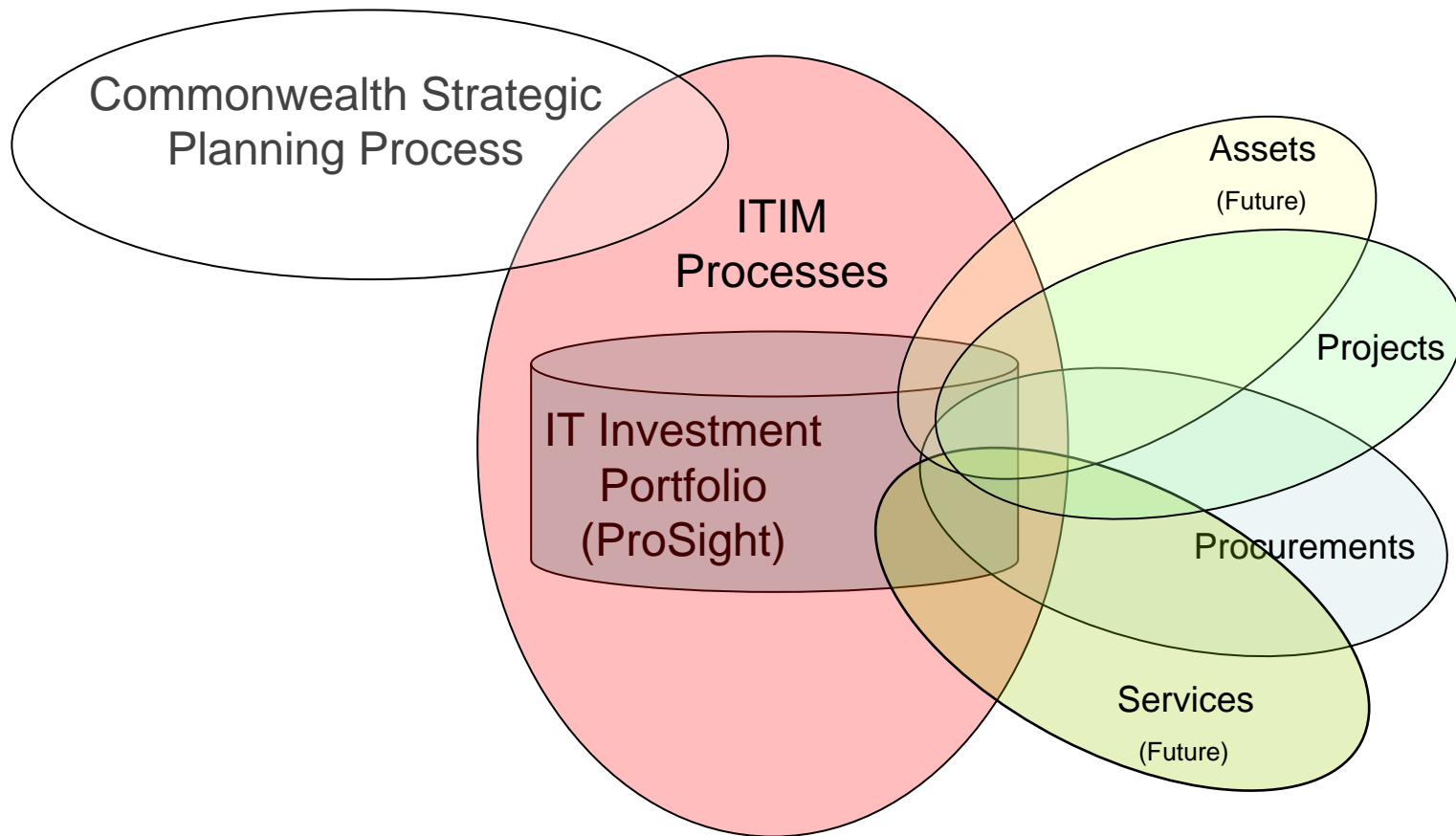
Project Management Guideline  
COV ITRM Guideline GOV 2003-02.2  
Published April, 2003  
Revision Published January, 2006

IT Investment Management Guideline  
(In Development – April, 2007)

## ITIM Process Overview (Framework for Standard)



## ITIM Information Overview (Current & Future)





## Value of ITIM

- Commonwealth strategic planning drives technology investment strategy
- Technology investments are aligned with the business of state government
- The value of technology investments is determined by business benefit and risk





## Implementation Schedule – Phase I (Present – March, 2007)

- Implement the ProSight portfolio management tool for Commonwealth investments

(Tool replaces CATSPA, the Projects Dashboard, and automates PM Standard templates)

- Milestones

Oct – Dec, 2006: Customize training materials using a role based training model

Jan, 2007: Standup production server and complete final data migration

Jan – Mar, 2007: Conduct training

Mar, 2007: Convert CATSPA and the Dashboard

Mar 28, 2007: ProSight “go live”



## Implementation Schedule – Phase II (April, 2007 – July, 2007)

- **Promulgate the ITIM Standard and Develop Agency ITIM Plans**
- **New ITIM Requirements**
  - Designate an agency ITIM steering group
  - Designate an agency ITIM manager
  - Complete an agency ITIM self assessment
  - Align current agency processes to ITIM processes
  - Develop additional ITIM processes if necessary
  - Develop an agency ITIM improvement plan
- **New PM Requirements**
  - ProSight will become the system of record for all Commonwealth investments
  - All Commonwealth investments will require an Investment Business Case
  - Major projects will report earned value
  - All Commonwealth projects will standardize on the use of MS Project
  - Control data will be reported in ProSight for all Commonwealth investments



## Implementation Schedule – Phase III (August, 2007 – June, 2009)

- Execute Agency ITIM Plans
- New Requirements
  - Manage ITIM plan implementation including staff development
  - Review, analyze, and report investment results quarterly
  - Report ITIM improvement progress against plan quarterly
  - Report ITIM activities and status to the Commonwealth CIO annually



## Value of Phased Implementation

- Meets ITIB goal to have ITIM and new portfolio tool (ProSight) in place to support the 2007 strategic planning and RTIP cycles
- Demonstrates responsiveness to agency concerns about overall impact, timing and speed of change
- Facilitates resource balance between PMD ongoing operations and ITIM/ProSight implementation



## ITIM Process Improvement Overview (Focus of Agency ITIM Plans)

The ITIM maturity model is a roadmap for continuously improving information technology investment practices in a systematic and organized manner.

### Five Stages

Creating investment awareness

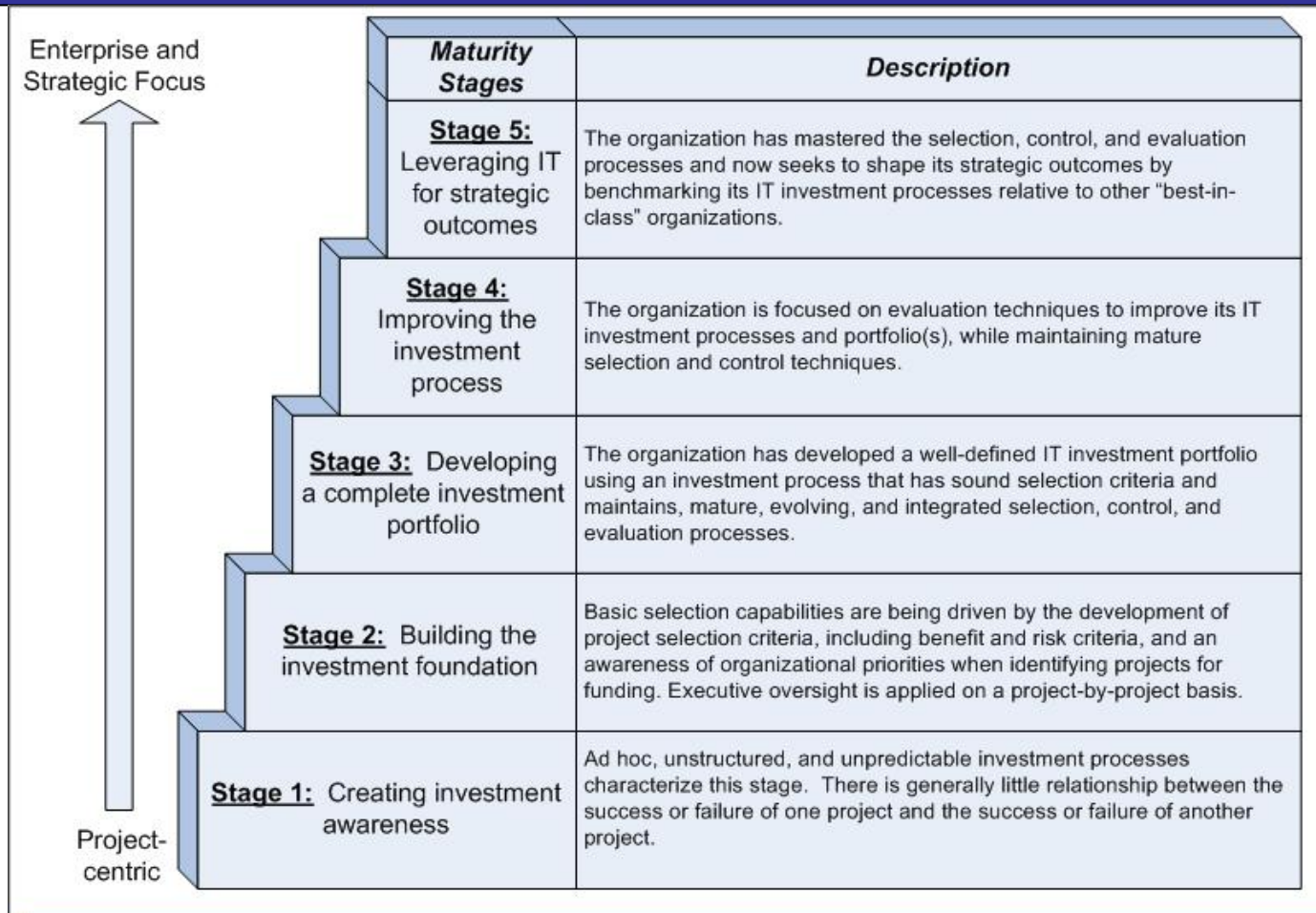
Building an investment foundation

Developing a complete investment portfolio

Improving the investment process

Leveraging IT for strategic outcomes

## ITIM Maturity Model





## 2009 Goal

### ITIM Stage 2 – Building the Investment Foundation

- Processes for selecting IT investments are mature
  - The creation and maintenance of portfolio selection criteria including a scoring and ranking method
  - An analysis process for examining the merits of each IT investment in the context of the portfolio
  - The use of enterprise architecture to help align IT investments with strategic objectives
  - The grouping of similar investments together and the development of the portfolio
- Investment control processes are well developed leading to greater certainty about future IT investment outcomes
- Benefit and risk management are improved
- Individual investments are reviewed and evaluated throughout their lifecycles
- Investment success is judged based on how well an investment meets its performance expectations



## Agency Impact Assessment

### Benefits

- More efficient utilization of resources by aligning technology investments with strategic business needs
- Increased investment transparency which facilitates IT collaboration and partnerships
- Increased workforce productivity through the use of technology to address business needs
- Increased value for the citizens of the Commonwealth of Virginia through improved business processes

### Resource Requirements

- Agencies must apply initial resources (staff and \$\$) to cover start up implementation costs
  - ITIM Self Assessment
  - Agency ITIM Plan Development
- Agencies must provide ongoing resources for ITIM management, reviews, and oversight





## ITIM Standard Development Workgroup – Agency Representation (Comments?)

Department of Social Services

Department of Motor Vehicles

Department of Transportation

Department of Game and Inland Fisheries

Department of Rehabilitative Services

Virginia State University

Department of Planning and Budget

Virginia State Police

Virginia Information Technologies Agency



## ITIB Requested Action

ITIB endorsement of the phased implementation of the ITIM Standard concurrent with the rollout of the ProSight portfolio management tool.

ITIB commitment to communicate support for agency ITIM implementation plans and resource requirements to the Governor and General Assembly.



## Contact Information

Dan Ziomek  
Associate Director for Project Management  
804-371-2763  
[dan.ziomek@vita.virginia.gov](mailto:dan.ziomek@vita.virginia.gov)

Constance Scott  
Supervisor, IT Investment Management Office  
804-371-5927  
[constance.scott@vita.virginia.gov](mailto:constance.scott@vita.virginia.gov)

